

**FORM FFR2**

**FOUNDATIONS ACT 2016 (“Act”)**

**TO BE PROVIDED TO SIFA at SIFA at Level 6, Development Bank of Samoa Building , P.O. Box, Apia, Samoa**

**Dated:**

**ANNUAL APPLICATION FOR RENEWAL OF REGISTRATION OF A FOUNDATION** (see Clause 6(6) Schedule 4 of the Act):

**NOTE:** The application for renewal of registration is to be provided to SIFA by the resident agent with payment of the annual renewal fee [US\$200-00] not later than 31<sup>st</sup> March in each calendar year and there are quarterly penalties for late renewal.

1. Name and address of the resident agent:
2. Name and registered office address of the foundation:
3. Registered number of the foundation:
4. Changes in any particulars of registration (these will be changes to the information provided for registration in Form FFR1 (as may have been subsequently changed and notified to the Registrar)).

**NOTES:**

- (a) This Form FFR2 **MUST** be accompanied by a copy of Form FFR1 (for the original registration of the foundation and also by copies of any previous Forms FFR2 and FFR3 (which have notified to the Registrar changes of any registered particulars relating to the foundation) and any copy of Form FFR4 (which is an application by the founder or an official to rectify the Register).
- (b) If you notify changes of registered particulars to the Registrar in this Form FFR2, you **MUST** retain a copy of this Form FFR2 stamped by SIFA at all times at the registered office of the foundation and a copy of that Form FFR2 **MUST** accompany every annual application for renewal of registration of the foundation.

(c) Details for the payment of the renewal fee are as follows:

**SIGNED for the resident agent:**  
**Print full name:**

SIFA/Form FFR2 – 24-2-2017

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